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U. S. DEPARTMENT OF AGRICULTURE  
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RECRUITMENT, TRANSPORTATION, TRAINING, AND PLACEMENT OF  
INTERSTATE YEAR-ROUND AGRICULTURAL WORKERS

JUL 8-1943

U. S. DEPARTMENT OF AGRICULTURE

I. PURPOSE: This instruction supplements mimeographed circular, "Farm Labor Supply Functions of the State Agricultural Extension Service" in the recruitment, transportation, training, and placement of interstate year-round agricultural workers in accordance with the provisions of Public Law 45 approved April 29, 1943.

II. DEFINITION: The term "Year-round Agricultural workers" is used to designate those workers who are to be established with some degree of permanence in the community to which they are to be moved and does not include workers who perform only seasonal operations on different farms as a part of the mobile force, even though they may remain throughout the year in the same agricultural area.

III. DETERMINATION OF NEED AND SUPPLY:

A. Need.

1. All determination of need for interstate year-round agricultural labor will be initiated and approved by the local representative (the county agent or a member of his staff) of the Extension Service.

2. The certification of this need will be routed by the county extension agent to the State director of extension, for review and approval or adjustment. If the State director of extension determines that the need is valid and cannot be filled within the State, he will make suitable certification through the Federal Extension Service to the Deputy Administrator (in charge of labor programs), War Food Administration, hereinafter called the Deputy Administrator.

3. If the Deputy Administrator concurs in the certification of the State director of extension, he will authorize the movement of interstate workers as herein outlined.

B. Supply.

1. The Deputy Administrator will determine areas of recruitment on the basis of information furnished him by the Extension Service and the United States Employment Service, and such other public or private agencies that may have information on available labor supplies. The State directors of extension will supply information on their respective counties in order that all possible areas of recruitment may be determined.



2. No workers will be transported at government expense from the county where they reside or are working to a place of employment outside such county without the prior consent in writing of the county extension agent of such county, if such workers have resided in such county for a period of one year or more immediately prior thereto and have been engaged in agricultural labor as their principal occupation.

#### IV. RECRUITMENT:

A. When an area of recruitment has been designated, as provided under IIIB above, the Deputy Administrator will also designate the agency which will undertake the recruitment of the workers in the designated area. This agency may be the Extension Service, the United States Employment Service, or personnel of the Farm Security Administration, detailed to the Deputy Administrator, and hereafter called the Interstate and Foreign Labor Division. In any case, however, the Interstate and Foreign Labor Division, because of its responsibilities in the transportation of workers and their families, will cooperate closely with the designated recruitment agency.

B. The Extension Service in the area of need will prepare descriptive material for use of the recruitment agency in providing prospective workers with information about the area of placement including climatic conditions, type of agriculture, nature of work, accommodations, and employment opportunities.

#### V. TRANSPORTATION:

##### A. Transportation of Workers.

The Interstate and Foreign Labor Division will arrange for the transportation of workers to training centers or directly to areas of placement, if it has been determined that training is not necessary.

##### B. Transportation of Workers' Families and Possessions.

The Interstate and Foreign Labor Division will transport the members of the workers' families and their necessary baggage, personal effects, and household goods, directly from the area of recruitment to the area of placement.

##### C. Transportation Agreements.

Transportation agreements will be entered into between workers to be transported and the representative of the Interstate and Foreign Labor Division on forms provided by the Deputy Administrator.

##### D. Subsistence, Health, and Medical Care.

The Interstate and Foreign Labor Division will arrange for all necessary food, shelter, health and medical care, and other subsistence living facilities and needs for the workers and their families during the period of transportation.



VI. TRAINING:

A. The State director of extension will arrange with the State director of Rural War Production Training and with other State and local educational officials for whatever training of year-round workers is deemed necessary.

B. The Extension Service will arrange for all necessary food, shelter, and medical care and other subsistence living facilities and needs for the workers during the period of training.

VII. PLACEMENT: The Extension Service will be responsible for the placement of all interstate year-round workers. The Interstate and Foreign Labor Division will cooperate with the Extension Service for effective placement of workers which have been transported interstate.

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